

**Town of Rowe - FY 2014**  
**Board of Selectmen – Minutes**  
**Wednesday, April 23, 2014 - 3:00 pm**  
**Rowe Town Hall**

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**Call to Order:** The meeting was called to order by Chair Wilson at 3:00 pm.

**Present:** Chair Wilson and Vice-Chair Susan Gleason and Administrative Clerk Janice Boudreau

**Absent:** Select Board Member Noel Abbott

**Audience:** Rosie Gordon, Walt Quist

**New Business**

1. Rowe Energy Committee Appointment: Chair Wilson reported that Wayne Zavotka was recommended for appointment to the Rowe Energy Committee.

**Motion to Appoint Wayne Zavotka:** Following discussion, Chair Wilson made a motion to appoint Wayne Zavotka to the Energy Committee. The motion, seconded by Vice-Chair Gleason was accepted. (2/0/1) Selectman Abbott was not present for the vote.

Vice-Chair Gleason expressed concern about some of the Energy Committee plans. It was agreed to discuss their plans in the near future.

2. ATM Warrant & STM Warrant for 05-12-14: Warrants for Special Town Meeting and Annual Town Meeting were reviewed and signed. Constable Dykeman then posted in Town Hall and Transfer Station.

3. Old Home Day and Police Chief to discuss with Donna Flagg at 5:00pm: Due to scheduling conflicts the discussion was postponed to the next Select Board Meeting.

4. BOS to vote to accept \$1302.64 from Rowe Camp: Chair Wilson reported that following payment of outstanding taxes \$1302.64 was left from the Rowe Camp and Conference Center donation to the town. She further stated that she wanted to confirm the use of the remaining money with the Rowe Camp representatives before deciding the specific use of the funds.

**Motion to Accept Donation:** Chair Wilson made a motion to accept donation of \$1302.64 from Rowe Camp and Conference Center. The motion, seconded by Vice-Chair Gleason was accepted. (2/0/1) Selectman Abbott was not present for the vote.

5. Discuss FRCOG Public Health Service: Chair Wilson presented materials for Franklin Regional Council of Governments (FRCOG) Health Services that were offered. Since Rowe has many of the services in place it was agreed to review the materials and discuss further if needed.

6. Line Item Transfers from IT Hardware to IT Consultant; from General Admin to Municipal Operations: Chair Wilson explained that the paperwork on file for line item transfers was

*JS*  
*MW*

incorrect and corrected the Massachusetts General Law reference numbers. The action to vote to transfer within a department needed to occur within the last 2 months of the fiscal year as required by law. She explained that the Select Board could vote on the requests for Finance Committee approval for transfers to occur after May 1, 2014.

Chair Wilson explained the need for the transfers from Municipal Operations and General Administrative arose due to the Town Accountant and Administrative Clerk evaluation and reassignment of charges that had been traditionally placed in the accounts to more accurately reflect municipal accounting practices. It involved attributing the building, maintenance and operations of the municipal facility in Municipal Center Operations rather than General Administration when the charges involve operations of the facility.

*MW*  
*14* **Motion to Transfer Funds:** Chair Wilson made a motion to request a transfer of \$ 5000.00 from ~~General~~Treasurer's Office Reconciliation to Municipal Center Operations, with action not to be taken until after May 1, 2014. The motion, seconded by Vice-Chair Gleason was accepted. (2/0/1) Selectman Abbott was absent from the vote.

**Motion to Transfer Funds:** Chair Wilson made a motion to request a transfer of \$ 1527.00 from IT Hardware/Software to IT Consultant, with action not to be taken until after May 1, 2014, to cover the cost of the time involved in the new firewall installation. The motion, seconded by Vice-Chair Gleason was accepted. (2/0/1) Selectman Abbott was absent from the vote.

7. Request to Establish Revolving Fund for Town Nurse to handle Grants \$1,000.00: Chair Wilson reported that due to MA Department of Revenue Bureau (DOR) of Accounts Advisor, Joe Boudreau's recommendation to speak with the DOR legal Department and obtain their opinion as to the wording of the revolving account, which had not yet been made, it could not be part of the Annual Town Meeting Warrant.

8. Pole Replacement Report: Chair Wilson reported a pole hearing would be needed for some work being done in the near future. It was agreed to check further into the matter.

9. Tax Title Report from Treasurer: Chair Wilson reported that Town Treasurer Kris Nartowicz had successfully put all properties in tax title back on the books.

## Old Business

1./ Ambulance Meeting Report: Chair Wilson reported that there was a meeting to be held in Charlemont with Phil Bonaiuto, Department of Public Health of Emergency Medical Services Field Supervisor to discuss the problems with the Emergency response for the Rowe, Heath, Charlemont and Hawley. It concerned having an adequate number of Emergency Medical Technicians to respond to calls in a timely manner. Chair Wilson and Vice-Chair Gleason confirmed attendance and agreed not to discuss any concerns in the meeting.

2./ Citizen Petition Submitted: Chair Wilson reported a citizen petition had been submitted with the needed number of signatures concerning a Town Bylaw. It was noted that a bylaw amendment was contingent upon the approval of the Attorney General.

**Motion to Accept Citizen Petition:** Chair Wilson made a motion to accept a citizen petition for an article to be added to the Special Town Meeting as Article 3. The motion, seconded by Vice-Chair Gleason was accepted. 2/0/1) Selectman Abbott was absent from the vote.

3./ Citizen Petition Submitted: Citizen Petition Submitted: Chair Wilson reported a citizen petition had been submitted with the needed number of signatures concerning a Town Bylaw.

**Motion to Accept Citizen Petition:** Chair Wilson made a motion to accept a citizen petition for an article to be added to the Special Town Meeting as Article 4. The motion, seconded by Vice-Chair Gleason was accepted. 2/0/1) Selectman Abbott was absent from the vote.

**Adjournment:** Seeing no further business, Chair Wilson made a motion to adjourn the Meeting at 5:20 p.m. The motion, seconded by Vice-Chair Gleason, was accepted. (2/0/1) Selectman Abbott was absent from the vote.

Respectfully Submitted,

Janice Boudreau

Approval Date: May 7, 2014

Approved: Marilyn Wilson  
Marilyn Wilson, Chair

Susan Gleason  
Susan Gleason, Vice-Chair

Noel R. Abbott  
Noel R. Abbott, Selectman

**Attachments:**

- Agenda 04/23/14
- FY15 ATM Warrant (8 – pages)
- FY14 STM Warrant (2- pages)
- Attorney Riley email re: Draft Annual Town Meeting Warrant
- FRCOG Public Health Service (4-pages)
- Email concerning Ambulance Meeting invitation
- FY15 Vaccine Revolving Account request
- Voter Petition – Article 3
- Voter Petition – Article 4